

SRRE – Six-Month Report Registration

This screen is used for registering receipt of FS Six Month Reports.

[illegible]

Solid arrow = Mandatory field. Open arrow = Optional Field.

Mandatory Fields

CASE NUMBER

At least one case number is entered (or several case numbers may be entered) to show receipt of a Six Month Report.

Optional Fields

DATE SR RECEIVED

TEAMS defaults this field to the current date, but it can be updated if registering a batch of reports received on a date other than the current date.

DATE RECEIVED

The date the corresponding Six Month Report was received, if different than the date displayed in the DATE SR RECEIVED field at the top of the screen.

Navigation Fields and Fkeys

NEXT- ->	This field allows the user to access the next desired screen by typing the screen name.
F2	The F2 key returns to the last TEAMS <i>menu</i> that was accessed.
F3	The F3 key returns to the SYSE (System Selection) menu.
F10	The F10 key accesses the CANO (Case Notes) screen.
F12	The F12 key clears any new data typed on the screen, as long as Enter has not been pressed.